

# **IMPLEMENTATION MANUAL**

**MEDICAL SCREENING GUIDELINES FOR THE CERTIFICATION**

**OF**

**JUSTICE OFFICERS IN NORTH CAROLINA**

## INTRODUCTION

This implementation manual is offered as a guide to physicians and surgeons who will be conducting medical examinations for criminal justice officer applicants and lateral transfer employees of criminal justice agencies for those positions which require certification by the North Carolina Criminal Justice Education and Training Standards Commission or the North Carolina Sheriffs' Education and Training Standards Commission.

Effective March 1, 1996, the Sheriffs' Commission implementing new MEDICAL SCREENING GUIDELINES for assessing justice officer applicants. A completely revised **Medical History Statement** (Commission Form F-1) has been developed which must be completed by each applicant within one year prior to employment by the hiring agency [12 NCAC 10B .0304(a)]. The applicant must be examined, also within one year prior to employment, by either a physician or surgeon licensed to practice medicine in North Carolina to help determine the applicant's fitness for carrying out the physical requirements of the justice officer position [12 NCAC 10B .0304(a)]. The examining physician is required to record the results of this examination on the Commission's **Medical Examination Report** (Form F-2), which has also been completely revised with the assistance of a distinguished panel of medical practitioners [12 NCAC 10B .0304(a)].

Effective March 1, 1998, the Sheriffs' Commission will begin certifying Telecommunicators as justice officers. Essential Job Functions have not yet been established. However, as the index shows, Training Course Objectives for the Telecommunicator Certification Course have been included. The examining physician should conduct the physical examination for Telecommunicator with these objectives in mind, to help determine the applicant's fitness for meeting the Course requirements.

## **POST-OFFER MEDICAL REVIEW**

The physician shall assess each candidate on a case-by-case basis to evaluate whether the candidate can, with or without reasonable accommodations, perform the essential job functions of an inexperienced criminal justice officer for the agency that is seeking to employ the candidate. In the case of a telecommunicator, the physician shall assess each candidate on a case-by-case basis to evaluate whether the candidate can, with or without reasonable accommodations, perform the course objectives required in the Telecommunicator Certification Course. Upon the conclusion of the medical review, such physician shall render his or her medical opinion to the employing agency as to whether or not the candidate can perform the essential job functions of the position, noting all relevant medical information.

The examining physician shall complete the **Medical Examination Report** (Form F-2) based upon his/her medical review of the candidate. The existence of a potentially disqualifying condition will **not** automatically prevent the qualified physician from recommending that the candidate is able to perform the essential job functions or the course objectives. A qualified physician is one who meets the standards as set out in 12 NCAC 10B .0304(a). Nothing herein shall preclude the physician from noting the existence of any other potentially disqualifying conditions not specifically set forth in this manual, which in the opinion of physician, may render the candidate unable to perform the essential job functions or course objectives.

The qualified physician shall evaluate whether or not, in his or her professional judgment, each candidate can, with or without reasonable accommodations, perform the essential job functions of an entry level officer position based upon the results of the clinical tests as set forth in this manual and based upon other relevant medical criteria. In the case of a telecommunicator, the physician shall assess each candidate on a case-by-case basis to evaluate whether the candidate can, with or without reasonable accommodations, perform the course objectives required in the Telecommunicator Certification Course.

Based upon the recommendations of the qualified physician, the criminal justice agency wishing to employ the candidate shall render the final decision as to whether or not the conditional offer of employment shall be revoked.

## **REASONABLE ACCOMMODATIONS**

It shall be the affirmative responsibility of each criminal justice agency to assess the type(s) of reasonable accommodations which may be requested by an applicant and necessary to allow the applicant to perform the essential job functions of a criminal justice officer candidate for such agency and to provide such necessary reasonable accommodations to a qualified candidate with a recognized disability under the Americans with Disabilities Act (ADA), provided however, that nothing herein shall be construed to require the provision of accommodations if doing so will impose an undue hardship on the employing agency or a direct threat to the safety of the applicant or others. An accommodation may not be reasonable if it abolishes or diminishes an essential job function. An agency should consult with its legal counsel when making any determination on a recognized disability or a requested accommodation.

**MEDICAL SCREENING GUIDELINES FOR THE  
CERTIFICATION OF CRIMINAL JUSTICE OFFICERS**  
(Potentially Excludable Conditions)

The following medical conditions, although explicitly related to one or more essential tasks, do **not** necessarily comprise an exclusive list. If the examining physician identifies a condition not included below which he or she feels could adversely affect the ability of the candidate to perform any or all of the essential job functions of a criminal justice officer, that condition should be noted.

Secondly, because many of the tasks listed below involve physical exertion and danger in their performance, we ask that the physician, to the extent possible, assess on an individualized basis whether or not the candidate is able to perform the essential job functions of the position safely, and whether or not his or her inabilities or limitations may pose a "direct threat to the health and safety of himself/herself or others." As Equal Employment Opportunity Commission guidance suggests, "this assessment shall be based on a reasonable medical judgment that relies on the most current medical knowledge and/or the best available objective evidence." The examining physician should consider, in identifying a "direct threat," whether or not "performing the particular functions of a job would result in a high probability of substantial harm" to the individual or others.

**MINIMUM COMPONENTS OF THE CLINICAL TESTS**

The qualified physician shall conduct a medical history (based on review of the applicant's completed **Medical History Statement**) and administer a medical examination which includes, but is not limited to, the following components:

- 1) urinalysis (Dipstick);
- 2) tuberculosis (Mantoux); and
- 3) electrocardiogram (ECG) (Resting), only if indicated by history or if resting pulse is less than 50 or greater than 100.

**INEXPERIENCED LAW ENFORCEMENT OFFICER**  
**ESSENTIAL JOB FUNCTIONS**

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INSTRUCTIONS: The following are the "essential job functions" that are common to all inexperienced law enforcement officers in North Carolina, as determined by the N.C. Criminal Justice Education and Training Standards Commission and the Sheriffs' Education and Training Standards Commission. The successful applicant must be able to perform **ALL** of the essential job functions of an inexperienced law enforcement officer, generally unassisted and at a pace and level of performance consistent with the actual job performance requirements. This requires a high level of physical ability to include vision, hearing, speaking, flexibility and strength.

1. Effect an arrest, forcibly if necessary, using handcuffs and other restraints; subdue resisting suspects using maneuvers and weapons and resort to the use of hands and feet and other approved weapons in self-defense.
2. Prepare investigative and other reports, including sketches, using appropriate grammar, symbols and mathematical computations.
3. Exercise independent judgement in determining when there is reasonable suspicion to detain, when probable cause exists to search and arrest and when force may be used and to what degree.
4. Operate a law enforcement vehicle during both the day and night; in emergency situations involving speeds in excess of posted limits, in congested traffic and in unsafe road conditions caused by factors such as fog, smoke, rain, ice and snow.
5. Communicate effectively and coherently over law enforcement radio channels while initiating and responding to radio communications.
6. Gather information in criminal investigations by interviewing and obtaining the statements of victims, witnesses, suspects and confidential informers.
7. Pursue fleeing suspects and perform rescue operations which may involve quickly entering and exiting law enforcement patrol vehicles; lifting, carrying and dragging heavy objects; climbing over and pulling up oneself over obstacles; jumping down from elevated surfaces; climbing through openings; jumping over obstacles, ditches and streams; crawling in confined areas; balancing on uneven or narrow surfaces and using body force to gain entrance through barriers.
8. Load, unload, aim and fire from a variety of body positions handguns, shotguns and other agency firearms under conditions of stress that justify the use of deadly force and at levels of proficiency prescribed in certification standards.
9. Perform searches of people, vehicles, buildings and large outdoor areas which may involve feeling and detecting objects, walking for long periods of time, detaining people and stopping suspicious vehicles and persons.

10. Conduct visual and audio surveillance for extended periods of time.
11. Engage in law enforcement patrol functions that include such things as working rotating shifts, walking on foot patrol and physically checking the doors and windows of buildings to ensure they are secure.
12. Effectively communicate with people, including juveniles, by giving information and directions, mediating disputes and advising of rights and processes.
13. Demonstrate communication skills in court and other formal settings.
14. Detect and collect evidence and substances that provide the basis of criminal offenses and infractions and that indicate the presence of dangerous conditions.
15. Endure verbal and mental abuse when confronted with the hostile views and opinions of suspects and other people encountered in an antagonistic environment.
16. Perform rescue functions at accidents, emergencies and disasters to include directing traffic for long periods of time, administering emergency medical aid, lifting, dragging and carrying people away from dangerous situations and securing and evacuating people from particular areas.
17. Process and transport prisoners and committed mental patients using handcuffs and other appropriate restraints.
18. Put on and operate a gas mask in situations where chemical munitions are being deployed.
19. Extinguish small fires by using a fire extinguisher and other appropriate means.
20. Read and comprehend legal and non-legal documents, including the preparation and processing of such documents as citations, affidavits and warrants.
21. Process arrested suspects to include taking their photographs and obtaining a legible set of inked fingerprint impressions.

### **PERSONAL CHARACTERISTICS**

Since law enforcement officers are required to enforce the law and they are exposed to certain temptations to show favoritism, corruption, or unlawful monetary gain, it is a "business necessity" that officers exhibit a history and characteristics of honesty, reliability, ability to manage personal finances, interpersonal skill, and integrity.

Additionally, law enforcement officers are frequently placed in a position of physical and mental stress. Therefore, a history of mental or physical disability may be grounds for denying an application; or, these factors might be a consideration in the hiring process. Applicants posing a substantial risk to themselves, other officers, and the public are at a substantial disadvantage in the hiring process.



**INEXPERIENCED DETENTION OFFICER**  
**ESSENTIAL JOB FUNCTIONS**

1. Effectively restrain an inmate, forcibly if necessary, using handcuffs and other restraints; subdue resisting inmates using maneuvers and resort to the use of hands and feet and other approved devices in self-defense.
2. Prepare investigative and other reports, including sketches, using appropriate grammar, symbols and mathematical computations, to include filing, alphabetizing and labeling.
3. Exercise independent judgment in determining the appropriate classification of inmates and assessing and responding to the needs of special populations.
4. Operate a law enforcement vehicle for long periods of time during both the day and night; in congested traffic and in unsafe road conditions caused by factors such as fog, smoke, rain, ice and snow.
5. Communicate effectively and coherently with other officers and inmates using existing communication systems.
6. Gather information in criminal and administrative investigations by interviewing and obtaining the statements of victims, witnesses, suspects and confidential informers and exercise independent judgment by determining when probable cause exists to recommend disciplinary action.
7. Pursue fleeing inmates and perform rescue operations and other duties which may involve quickly entering and exiting secured areas; lifting, carrying and dragging heavy objects; climbing up to and down from elevated surfaces; climbing through openings; jumping over obstacles; crawling in confined areas; and, using body force to gain entrance.
8. Perform searches of people, vehicles, mail items, objects capable of concealing contraband, buildings and large outdoor areas which may involve feeling and detecting objects, walking for long periods of time and detaining people.
9. Conduct visual and audio surveillance for extended periods of time.
10. Engage in functions in confined areas that include such things as preparing and serving food, working rotating shifts, extended walking on foot patrol and physically checking the doors, windows and other areas to ensure they are secure.
11. Effectively communicate with inmates and the public, including minors, by giving information and directions, mediating disputes and advising of rights and processes.
12. Demonstrate communication skills in court and other formal settings.



13. Detect and collect evidence and substances that provide the basis of criminal offenses or administrative violations; and detect the presence of conditions such as smoke, unusual or excessive noise, odors, etc.
14. Endure verbal and mental abuse when confronted with the hostile views and opinions of inmates and other people encountered in an antagonistic environment.
15. Perform rescue functions at accidents, emergencies and disasters to include standing for long periods of time, administering basic emergency medical aid, lifting, dragging and carrying people away from dangerous situations and securing and evacuating people from confined areas.
16. Transport and escort prisoners, detainees, and committed mental patients using handcuffs and other appropriate restraints.
17. Put on and operate a self-contained breathing apparatus and extinguish small fires by using a fire extinguisher and other appropriate means.
18. Read and comprehend legal and non-legal documents, including the processing of such documents as medical instructions, commitment orders, summons and other legal writs.
19. Process and release inmates to include taking their photographs and obtaining a legible set of inked fingerprint impressions.
20. Perform crisis intervention functions to include counseling, suicide prevention, recognizing abnormal behavior and taking appropriate action.
21. Break up fights and affrays.
22. Possess sufficient dexterity to manipulate keys and keyboards, operate levers and buttons, manually operate heavy doors and to count, collect and inventory small items.
23. Read computer and camera screens, court and other legal and non-legal documents, distinguish colors, and exercise full field of vision while supervising inmates.
24. Inspect unclothed inmates including body cavities, with exposure to body fluids, wastes and possible encounter with deceased persons.

**NOTE:**

The successful applicant must be able to perform ALL of the above functions, unassisted, and at a pace and level of performance consistent with the actual job performance requirements. This requires a high level of physical ability to include vision, hearing, speaking, flexibility, strength, etc.

## **PERSONAL CHARACTERISTICS**

Since detention officers are required to uphold judgments of the law and they are exposed to certain temptations to show favoritism, corruption, or unlawful monetary gain, it is a "business necessity" that officers exhibit a history and characteristics of honesty, reliability, ability to manage personal finances, interpersonal skill, and integrity.

Additionally, detention officers are frequently placed in a position of physical and mental stress. Therefore, a history of mental or physical disability may be grounds for denying an application; or, these factors might be a consideration in the hiring process. Applicants posing a substantial risk to themselves, inmates, other officers, and the public are at a substantial disadvantage in the hiring process.

## **TELECOMMUNICATOR CERTIFICATION COURSE OBJECTIVES**

### **Block Title: Orientation**

- Discuss in his/her own words the role of the School Director in administering the Telecommunicator Certification Course.
- Describe in his/her own words, the Commission's requirements pertaining to the following aspects of the training program:
  - a. Enrollment in the Telecommunicator Certification Course
  - b. Attendance in the Telecommunicator Certification Course
  - c. Steps leading to successful course completion
  - d. Administration of comprehensive examination by Commission staff
- Describe in his/her own words, any additional rules, regulations, or policies which may be required by the School Director during the delivery of the course.
- Describe in his/her own words, the Commission's requirements pertaining to obtaining certification from the North Carolina Sheriffs' Education and Training Standards Commission as a telecommunicator

### **Block Title: Course Goal and Objectives**

- Explain the role and characteristics of the professional telecommunicator; stress and the telecommunicator; and the telecommunicator's code of ethics
- Identify and explain the general operation of the major equipment components of a modern telecommunicator center
- Identify and explain the major information resources available to assist in the practice of telecommunications
- Discuss the organization, general operational practices, terminology and common service requests associated with law enforcement, fire and emergency medical services, and the North Carolina Division of Emergency Management
- Identify, explain and demonstrate common call reception, prioritization and resource allocation practices associated with everyday telecommunications
- Identify and explain the aspects of civil liability for the professional telecommunicator
- Identify, explain and demonstrate basic radio broadcast techniques associated with emergency telecommunications
- In a structured telecommunications training practicum, demonstrate basic telecommunications training skills as described in this course work

### **Block Title: Introductory Topics for the Telecommunicator**

- Define the term public safety telecommunicator
- List the desirable characteristics of the professional telecommunicator
- Define stress and its stages
- Identify healthy approaches to managing stress
- Recognize job related stress and list physical and cognitive signs of stress
- Identify and discuss factors regarding the stressful nature of work
- Explain the Telecommunicator's Code of Ethics

**Block Title: Civil Liability for Telecommunicators**

- Describe in writing the difference between civil litigation and criminal prosecution
- Discuss five different types of "torts"
- Define "negligence" for the telecommunicator
- Describe three elements of a negligence action
- Discuss the concept of sovereign immunity
- Describe in writing the case of Delong v. The County of Erie, 60 N.Y. 2d 296, 469 N.Y.S. 2d 611, 457 N.E. 2d 717 (1983)
- Describe in writing the case of Chambers-Gastanes v. King County, 100 Wash. 2d 275, 669 p. 2d 451 (1983)
- Describe in writing the case of Wassman v. Mobile County, 665 So. 2d 941 (1995)
- List in writing three general rules the telecommunicator should follow to reduce the risk of civil liability

**Block Title: Telecommunications Systems and Equipment**

- Define telecommunications system
- Describe the telephone systems and related equipment in use in emergency communications centers
- Describe the various radio system equipment in use in emergency communications centers
- Identify and define terms commonly associated with telecommunications equipment

**Block Title: Overview of Emergency Services**

- Describe in writing, examples of emergency service agencies the telecommunicator may encounter in daily activities and identify the agencies' primary responsibilities
- Given an example of a local emergency service agency, identify the normal organizational structure and administrative hierarchy of the agency
- Given an example of an emergency service agency, describe in writing, at least 2 general operational practices used by the agency
- Identify at least 3 common call types encountered by the following emergency service agencies and general response guidelines used by the responders:
  - a) fire department
  - b) emergency medical services
  - c) local law enforcement agency

**Block Title: Call Reception, Prioritization and Resource Allocation**

- Demonstrate the correct way to answer a 911 telephone line
- Discuss the concept of professional control and the helpful hints of call taking
- Discuss the components of effective listening
- Discuss and explain the application of the five W's in call taking
- Describe and explain the principles to follow in controlling the crisis or upset caller
- Discuss the correct way to close a call
- Describe the use of call guides in the communications center
- Discuss the goal of dispatch and factors that might hinder the attainment of that goal
- List the field resources available to the telecommunicator
- Identify and discuss factors pertaining to resource allocation
- Identify and discuss two aids in resource allocation
- Identify and discuss call priorities for fire, law enforcement and emergency medical services
- Identify the essential elements to be recorded in documenting calls for service
- Describe the operation of a telecommunications device for the deaf (or teletypewriter)

**Block Title: Communications Resources**

- Name the three basic types of maps that should be available in every communications center
- Demonstrate map reading skills
- List three Internet resources that can aid a telecommunicator
- List four on-line resources available from the State Bureau of Investigation - Division of Criminal Information
- Demonstrate the use of a National Insurance Crime Bureau (NICB) manual
- Demonstrate the use of the North American Emergency Response Guidebook

**Block Title: Broadcast Techniques, Rules and Procedures**

- Describe in writing, the effective voice, including what common errors communicators must guard against while on the radio
- Cite the “Five W’s” of broadcasting
- List the correct format when broadcasting descriptions of persons and vehicles
- Name five dispatch techniques for providing field unit safety
- List word brevity phrases and the phonetic alphabet
- Translate 12 hour time into 2400 hour time
- Demonstrate the correct format for broadcasting “Attempt to Locate” messages
- Name the most important points to remember when classifying calls for service
- Demonstrate the correct format for broadcasting numerics and alpha-numerics

**Block Title: Telecommunicator Training Practicum**

- Answer and obtain the essential items of information from a caller requesting assistance
- Transmit to the appropriate emergency responder pertinent dispatch information concerning an emergency communications call for service
- Document in writing relevant call information, including disposition
- Consult and use at least one communications resource

- Demonstrate at least one of the following:
  - a) Compose/dispatch a BOLO (be on the lookout)
  - b) Confirm status of field units (safety check)
  - c) Answer black transmitter keying
  - d) Demand audible acknowledgment from field units, following a dispatch transmission

## **MEDICAL SCREENING GUIDELINES**

(Potentially Disqualifying Conditions)

### **SECTION ONE - EYES AND VISION**

**THE EXAMINING PHYSICIAN IS TO NOTE ANY CONDITION WHICH MAY INTERFERE WITH THE CANDIDATE'S ABILITY TO PERFORM THE ESSENTIAL TASKS OF THE JOB IN QUESTION.**

#### **1.1 VISUAL ACUITY**

Corrected vision should be at least 20/30 (Snellen) and should be for both eyes together. Due to the likelihood of dislodgement or breakage, candidates who are able to wear only glasses should meet an uncorrected standard not worse than 20/100 (Snellen) for both eyes together.

Those candidates who use soft contact lenses (SCLs) and who have had successful use for at least one year, and provided the employing agency uses replacement agreements and will monitor compliance, should have uncorrected vision not worse than 20/200 (Snellen) for both eyes together.

Examining physicians should take note of relevant OSHA and NFPA 1500 rules and prohibitions concerning use of contact lenses other than "soft" lenses and use of hard frames.

#### **1.2 VISUAL ACUITY - COLOR VISION**

Color vision should be perfect. Nevertheless, red or green deficiencies are not necessarily excludable but should be noted for further examination. However, total color blindness may be grounds for withdrawal of a conditional offer of employment.

If available, the Ishihara Test (24 Plate Edition) may be used. Correct reading of at least nine (9) of the first thirteen (13) plates is required. Recourse testing is available by means of the Farnsworth-Munsell 100-Hue Test.

#### **1.3 VISUAL ACUITY - DEPTH PERCEPTION**

Depth Perception should be sufficient to demonstrate normal stereo depth perception with or without correction to the standard: 80 ARC seconds.



## **EYES AND VISION** (continued)

### **1.4 PERIPHERAL VISION**

Adequate to perform the essential tasks of entry-level law enforcement.

### **1.5 NIGHT BLINDNESS**

A history of night blindness should be evaluated to determine candidate's capacity to perform essential tasks at night or in dark settings.

### **1.6 RADIAL KERATOTOMY**

If candidate has undergone procedure, Night Blindness Test must be conducted by qualified ophthalmologist.

#### **Exemplar Relevant Essential Tasks:**

- 1) Process Crime Scene/Collect Evidence
- 2) Operate Vehicle at High Speeds
- 3) Use Deadly Force
- 4) Physically Struggle with Persons/Use Physical Force
- 5) Conduct Searches
- 6) Work in Low Light Settings
- 7) Read Legal Papers
- 8) Identify Characteristics of Motor Vehicles,  
Including License Plates

## **SECTION TWO - EARS AND HEARING**

### **2.1 HEARING ACUITY**

The candidate must have hearing in both ears sufficient to perform essential tasks without posing a direct threat to themselves or others. An acceptable test is a whispered conversation at 15 feet or, preferably, using an audiometer, the candidate should have no average loss of 25 or more decibels at the 500, 1000, 2000, and 3000 Hertz (Hz) levels in either ear with no single frequency loss in excess of 40.

### **2.2 OTITIS MEDIA, OTITIS EXTERNA, AND MASTOIDITIS**

If the candidate meets Hearing Acuity guidelines and the condition is resolved or improving under adequate medical care, then the condition is non-disqualifying.

### **2.3 ANY INNER/MIDDLE/OUTER EAR DISORDER AFFECTING EQUILIBRIUM, E.G. MENIERE'S DISEASE**

If the candidate has historically had episodes of vertigo, he or she may require further evaluation.

#### **Exemplar Relevant Essential Tasks:**

- 1) Conduct Searches in Low Light or Dark
- 2) Use Deadly Force
- 3) Conduct High Risk Stops
- 4) Work with Loud Sounds from Multiple Directions
- 5) Operate Emergency Vehicles at High Speeds
- 6) Control Crowds, Domestic Conflict, etc.
- 7) Control Traffic, etc.
- 8) Communicate Over Radio or Telephone
- 9) Communicate Directly with Public or Other Officers

## **SECTION THREE - NOSE, THROAT AND MOUTH**

### **3.1 LOSS OF SENSE OF SMELL**

Test may be recognition of water and rubbing alcohol. If problem occurs, candidate should be referred for further testing.

### **3.2 APHONIA, SPEECH LOSS OR SPEECH DEFECTS**

### **3.3 ABNORMALITIES OF THE NOSE, THROAT OR MOUTH**

If the abnormality does not interfere with the candidate's breathing, or the proper fitting of a gas mask, then the condition is non-excludable.

#### **Exemplar Relevant Essential Tasks:**

- 1) Recognize DWI
- 2) Recognize Hazardous Materials
- 3) Come into Contact with Toxic Gases, Liquids, etc.
- 4) Search Crime Scenes
- 5) Wear Protective Gear to Prevent Contact with Riot Gases, Infectious Diseases, etc.
- 6) Present Testimony
- 7) Use Verbal Communications Skills to Defuse Unruly Crowds, Domestic Disputes, etc.
- 8) Communicate Over Radio or Telephone
- 9) Communicate Directly with Public or Other Officers

## **SECTION FOUR - PERIPHERAL VASCULAR SYSTEM**

### **4.1 HYPERTENSION**

Resting Blood Pressure should be less than, or equal to, 180 mmHg systolic and 120 mmHg diastolic on three successive readings. (If the candidate has controlled hypertension not exceeding the above standard and is on medication with side effect profiles which do not interfere with performance of duty, then the condition may not be excludable.) If Systolic Blood Pressure is greater than 150 mmHg or Diastolic Blood Pressure is greater than 90 mmHg, applicant should be asymptomatic for any headaches or other disabling conditions.

**Candidate must have a functional and therapeutic cardiac classification no greater than Heart Association Class 1A, i.e., Functional Capacity I: Patients with cardiac disease and no limitations of physical activity. Ordinary physical activity does not cause discomfort. Patients in this class do not have symptoms of cardiac insufficiency, nor do they experience anginal pain. Therapeutic Classification A: Patients with cardiac disease whose physical activity need not be restricted.**

### **4.2 PERIPHERAL VASCULAR ABNORMALITY**

Any condition which is severe and/or symptomatic may be excludable, e.g.:

- \*Arterial Insufficiency
- \*Deep or Superficial Vein
- \*Thrombophlebitis
- \*Reynaud's Disease

#### **Exemplar Relevant Essential Tasks:**

- 1) Perform Numerous Physically Demanding Duties, e.g. Fight, Run, Pull, Carry, etc.
- 2) Endure Emotionally Stressful Circumstances, e.g. Domestic, Death Scene, Deadly Force, etc.
- 3) Exposure to Numerous Environmental Circumstances, e.g. Cold, Heat, etc.

## **SECTION FIVE - HEART AND CARDIOVASCULAR SYSTEM**

**IF THE CANDIDATE'S FUNCTIONAL WORK CAPACITY IS UNIMPAIRED, THEN THE CONDITION IS NON-EXCLUDABLE.**

### **5.1 CONGENITAL HEART DISEASE**

If the candidate's functional work capacity is unimpaired, then the condition is non-excludable.

### **5.2 VALVULAR HEART DISEASE**

Examples are:

\*Significant Valvular Insufficiency or Stenosis

\*Significant Septal Defects

### **5.3 CORONARY ARTERY DISEASE**

### **5.4 ECG ABNORMALITIES** (If associated with organic heart disease)

Including, but not limited to:

**5.4.1** WPW Syndrome

**5.4.2** 3 Degree A-V Block

**5.4.3** Mobitz Type II A-V Blocks

**5.4.4** Sinoatrial Block or Sick Sinus Syndrome

**5.4.5** Ventricular Extrasystoles (Frequent - 20/minute with exercise, 10/minute without exercise)

**5.4.6** Ventricular Tachycardia

**5.4.7** Atrial Fibrillation or Flutter

**5.4.8** Episodic Supraventricular Tachycardia or Consistent Supraventricular Tachycardia (At rest or persistent after exercise even if asymptomatic)

### **5.5 ANGINA**

### **5.6 CONGESTIVE HEART FAILURE**

### **5.7 CARDIOMYOPATHY**

### **5.8 PERICARDITIS, ENDOCARDITIS, AND MYOCARDITIS**

#### **Exemplar Relevant Essential Tasks:**

- 1) Perform Numerous Physically Demanding Duties, e.g. Fight, Run, Pull, Carry, etc.
- 2) Endure Emotionally Stressful Circumstances, e.g. Domestic, Death Scene, Deadly Force, etc.
- 3) Exposure to Numerous Environmental Circumstances, e.g. Cold, Heat, etc.

## **SECTION SIX - RESPIRATORY SYSTEM**

**THE RESPIRATORY SYSTEM MUST BE FREE OF CHRONICALLY DISABLING CONDITIONS THAT WOULD INTERFERE WITH THE CANDIDATE'S ABILITY TO PERFORM ESSENTIAL TASKS.**

- 6.1            INFECTIOUS OR POTENTIALLY INFECTIOUS PULMONARY TUBERCULOSIS AND/OR OTHER MYCOTIC DISEASES**
- 6.2            CHRONIC BRONCHITIS (ATS GUIDELINES)**
- 6.3            CHRONIC OBSTRUCTIVE PULMONARY DISEASE**
- 6.4            EMPHYSEMA - MODERATE OR WORSE (ATS GUIDELINES)**
- 6.5            RESTRICTIVE LUNG DISEASES (EQUAL TO OR LESS THAN 60% FORCED VITAL CAPACITY)**
- 6.6            PNEUMONECTOMY**
- 6.7            MALIGNANT DISEASES**

Any condition which may interfere with the candidate's ability to perform the essential tasks of the job must be noted.

### **Exemplar Relevant Essential Tasks:**

- 1)     Perform Numerous Physically Demanding Duties, e.g. Fight, Run, Pull, Carry, etc.
- 2)     Endure Emotionally Stressful Circumstances, e.g. Domestic, Death Scene, Deadly Force, etc.
- 3)     Endure Exposure to Numerous Environmental Circumstances, e.g. Cold, Heat, etc.

## **SECTION SEVEN - GASTROINTESTINAL SYSTEM**

**THE EXAMINING PHYSICIAN IS TO NOTE ANY CONDITION WHICH MAY INTERFERE WITH THE CANDIDATE'S ABILITY TO PERFORM THE ESSENTIAL TASKS OF THE JOB IN QUESTION.**

**7.1 COLITIS**

Including but not limited to Crohn's Disease, Ulcerative Colitis, Irritable Bowel Syndrome (symptomatic or needing medication), Bacterial Colitis. If the candidate's condition is controlled and is on medication with side effect profiles which do not interfere with performance of duty, then the condition may not be excludable.

**7.2 ESOPHAGEAL DISORDERS**

Including, but not limited to, Esophageal Stricture, Lower Esophageal Ring and Esophageal Spasm. If the candidate's condition is controlled, then the condition is non-disqualifying.

**7.3 PANCREATITIS**

**7.4 GALL BLADDER DISORDERS**

**7.5 ACTIVE PEPTIC ULCER DISEASE**

**7.6 SYMPTOMATIC INGUINAL, UMBILICAL, VENTRAL, FEMORAL, OR INCISIONAL HERNIAS**

**7.7 MALIGNANT DISEASE OF THE LIVER, GALL BLADDER, PANCREAS, ESOPHAGUS, STOMACH, SMALL OR LARGE BOWEL, RECTUM, OR ANUS**

**7.8 GASTROINTESTINAL BLEEDING**

**7.9 ACTIVE OR CHRONIC HEPATITIS**

**7.10 CIRRHOSIS OF THE LIVER**

**7.11 MOTILITY DISORDERS, E.G. SCLERODERMA**

**IF ANY OF THE ABOVE OR OTHER G-I CONDITIONS ARE CONTROLLED, THEN THEY MAY BE NON-EXCLUDABLE.**

**Exemplar Relevant Essential Tasks:**

- 1) Perform Numerous Physically Demanding Duties, e.g. Fight, Run, Pull, Carry, etc.
- 2) Endure Emotionally Stressful Circumstances, e.g. Domestic, Death Scene, Deadly Force, etc.
- 3) Endure Exposure to Numerous Environmental Circumstances, e.g. Cold, Heat, etc.
- 4) Sit or Drive in Automobile for Long Periods of Time without Relief

## **SECTION EIGHT - GENITOURINARY SYSTEM**

**THE EXAMINING PHYSICIAN IS TO NOTE ANY CONDITIONS WHICH MAY INTERFERE WITH THE CANDIDATE'S ABILITY TO PERFORM THE ESSENTIAL TASKS OF THE JOB IN QUESTION.**

### **8.1 PREGNANCY**

Examining physician should record if there is a pregnancy.

### **8.2 NEPHRECTOMY**

If a candidate possesses this condition with normal natural renal function, then the condition is non-disqualifying.

### **8.3 ACUTE NEPHRITIS**

### **8.4 NEPHROTIC SYNDROME**

### **8.5 ACUTE RENAL/URINARY CALCULI**

### **8.6 RENAL TRANSPLANT**

### **8.7 RENAL FAILURE**

### **8.8 HYDROCELE AND VARICOCELE (SYMPTOMATIC)**

### **8.9 MALIGNANT DISEASES OF BLADDER, KIDNEY, URETER, CERVIX, OVARIES, BREASTS, PROSTATE, ETC.**

### **8.10 ACTIVE VENEREAL DISEASES**

### **8.11 URINARY TRACT INFECTION**

### **8.12 POLYCYSTIC KIDNEY DISEASE**



**8.13 PELVIC INFLAMMATORY DISORDER**

**8.14 ENDOMETRIOSIS**

**8.15 INFLAMMATORY DISORDERS, e.g.**

\*Prostatitis

\*Orchitis

\*Epididymitis

**Exemplar Relevant Essential Tasks:**

- 1) Perform Numerous Physically Demanding Duties, e.g. Fight, Run, Pull, Carry, etc.
- 2) Endure Emotionally Stressful Circumstances, e.g. Domestic, Death Scene, Deadly Force, etc.
- 3) Endure Exposure to Numerous Environmental Circumstances, e.g. Cold, Heat, etc.
- 4) Work without Relief and Around the Clock

## **SECTION NINE - ENDOCRINE AND METABOLIC SYSTEMS**

### **9.1 UNCONTROLLED THYROID DISEASE**

### **9.2. DIABETES MELLITUS**

Potential excludability requires a case by case assessment as to the control of diabetes and presence and severity of symptoms and complications.

### **9.3 ADRENAL DYSFUNCTION**

Including, but not limited to, Addison's Disease and Cushing's Disease.

### **9.4 INSULIN REACTIONS**

### **9.5 ANY MALIGNANCY**

Potential excludability requires a case by case evaluation of relevance to performance of essential tasks.

#### **Exemplar Relevant Essential Tasks:**

- 1) Perform Numerous Physically Demanding Duties, e.g. Fight, Run, Pull, Carry, etc.
- 2) Endure Emotionally Stressful Circumstances, e.g. Domestic, Death Scene, Deadly Force, etc.
- 3) Endure Exposure to Numerous Environmental Circumstances, e.g. Cold, Heat, etc.
- 4) Work without Relief and Around the Clock
- 5) Perform without Dysfunction During Irregular Work Schedules

## **SECTION TEN - MUSCULOSKELETAL SYSTEM**

**THE EXAMINING PHYSICIAN IS TO NOTE ANY CONDITION WHICH MAY INTERFERE WITH THE CANDIDATE'S ABILITY TO PERFORM THE ESSENTIAL TASKS OF THE JOB IN QUESTION.**

**10.1            DISORDERS THAT LIMIT MOTOR PERFORMANCE**

**10.2            CERVICAL SPINE OR LUMBOSACRAL FUSION**

**10.3            DEGENERATIVE CERVICAL OR LUMBAR DISC DISEASE  
(IF SYMPTOMATIC)**

**10.4            EXTREMITY AMPUTATION**

**10.5            OSTEOMYELITIS**

**10.6            MUSCULAR DYSTROPHY**

**10.7            LOSS IN MOTOR ABILITY FROM TENDON OR NERVE  
INJURY/SURGERY**

In an area relevant to the applicant's performing his essential tasks.

**10.8            ARTHRITIS**

If a candidate possesses this condition with no functional impairment, then the condition is non-excludable.

**10.9            COORDINATED BALANCE**

**10.10           SYMPTOMATIC HERNIATED DISC**

**10.11           SPINAL DEVIATIONS**

### **Exemplar Relevant Essential Tasks:**

- 1)     Perform Numerous Physically Demanding Duties,  
e.g. Fight, Run, Pull, Carry, etc.
- 2)     Endure Emotionally Stressful Circumstances, e.g.  
Domestic, Death Scene, Deadly Force, etc.
- 3)     Work without Relief and Around the Clock
- 4)     Work in Various Stressful Environments, e.g. Cold,  
Damp, etc.
- 5)     Withstand Periods of Fatigue

## **SECTION ELEVEN - HEMATOPOIETIC AND LYMPHATIC SYSTEMS**

### **11.1 SYMPTOMATIC ANEMIA OR OTHER MAJOR HEMATOPOIETIC DISORDERS**

### **11.2 HEMOPHILIA**

#### **Exemplar Relevant Essential Tasks:**

- 1) Perform Numerous Physically Demanding Duties, e.g. Fight, Run, Pull, Carry, etc.
- 2) Endure Emotionally Stressful Circumstances, e.g. Domestic, Death Scene, Deadly Force, etc.
- 3) Work without Relief and Around the Clock
- 4) Work in Various Stressful Environments, e.g. Cold, Damp, etc.
- 5) Stand and/or Walk for Long Periods of Time
- 6) Withstand Periods of Fatigue

## **SECTION TWELVE - NERVOUS SYSTEM**

**CANDIDATE MUST BE FREE OF ANY DISORDER WHICH MAY NEGATIVELY AFFECT PERFORMANCE OF ESSENTIAL TASKS.**

- 12.1 SEIZURE DISORDER (ALL TYPES)**
- 12.2 CEREBRAL PALSY**
- 12.3 MOVEMENT DISORDERS, E.G. PARKINSON'S, TREMORS, ETC.**
- 12.4 CEREBRAL ANEURYSMS**
- 12.5 SYNCOPE**
- 12.6 PROGRESSIVE NEUROLOGICAL DISEASES**  
Including, but not limited to, Multiple Sclerosis and Huntington's Chorea.
- 12.7 PERIPHERAL NERVE DISORDER**  
Including, but not limited to, Polyneuritis, Mononeuritis and Neurofibromatosis.
- 12.8 NARCOLEPSY**
- 12.9 CEREBRAL VASCULAR ACCIDENT**
- 12.10 CENTRAL NERVOUS SYSTEM INFECTIONS**

### **Exemplar Relevant Essential Tasks:**

- 1) Perform Numerous Physically Demanding Duties, e.g. Fight, Run, Pull, Carry, etc.
- 2) Endure Emotionally Stressful Circumstances, e.g. Domestic, Death Scene, Deadly Force, etc.
- 3) Work without Relief and Around the Clock
- 4) Work in Various Stressful Environments, e.g. Cold, Damp, etc.
- 5) Stand and/or Walk for Long Periods of Time
- 6) Withstand Periods of Fatigue
- 7) Perform without Dysfunction During Irregular Work Schedules

## **APPENDICES**

**\*Medical History Statement** (Commission Form F-1)

**\*Medical Examination Report** (Commission Form F-2)